



WHITEFISH COMMUNITY LIBRARY

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BOARD OF TRUSTEES
MINUTES OF MEETING
OCTOBER 12, 2022
WHITEFISH COMMUNITY LIBRARY
9 SPOKANE AVE
WHITEFISH, MT

Trustees Present: Jessica Tubbs, Vice Chair; Kelly Peppmeier, Trustee; Deb Bond, Tamarack Federation Representative; Sarah Ericson, Chair (via Zoom); Trevor Gonser, Treasurer (via Zoom).

Absent: Terry Petersen, Trustee-in-Training

Others Present:
Library Director Joey Kositzky, Secretary

1) CALL TO ORDER

The meeting was called to order at 7:00 pm by Chair Ericson.

2) COMMUNICATIONS FROM THE PUBLIC

None

3) DIRECTOR'S REPORT

Kositzky reported that after surveying the staff regarding the plexiglass currently installed at the circulation desk the unanimous agreement was to leave it mounted.

4) OLD BUSINESS

a) Approval of September 21, 2022, Board of Trustees' Meeting Minutes

MOTION:

Tubbs made a motion to approve the September 21 , 2022, Trustees' minutes. Bond seconded the motion. Motion passed unanimously.

b) Policies and Procedures

1) 2024. Special Event Use Policy

Chair Ericson presented the final draft of the 2024. Special Event Use Policy. She reported that the City needed clarification on the barricades used to deter non-library users from parking in the east two row of the library parking lot. Kositzky responded to the concerns and City Attorney Jacobs approved the verbiage for the policy.

MOTION:

Gonser made a motion to approve Policy 2024. Special Event Use Policy changing WPD to Whitefish Police Department and WFD to Whitefish Fire Department. Peppmeier seconded the motion. Motion passed unanimously.

c) WLA Report

Kositzky reported that the Whitefish Library Association had not met since the book sale.

d) Financials

Gonser indicated that he and Ericson were planning to meet with new City Financial Director Lanie Gospodarek

No new financial information was available

1) Endowment Update

Gonser reported that both WCL endowments with the Whitefish Community Foundation had a healthy balance despite the fluctuations in the current markets.

e) Budget

There was nothing new to report.

f) COVID-19 Update

Kositzky reported that aside from the staff's wish to keep the plexiglass mounted at the circ desk there was nothing new to report.

g) New Director Hiring

Ericson reported that Human Resources Director Sherri Baccaro was away from the office but they would be in contact upon her return. She shared each individual staff's comments to ascertain what qualities they thought were important when hiring the new director. Ericson also reported that she would ask one of two potential staff to sit on the panel of interviewers along with Bond and herself. She indicated Peppmeier would fill in should either Trustee becomes unavailable.

Tubbs presented a list of possible interview questions for Trustees to discuss.

h) Director's Goals

Kositzky described her efforts to eliminate unnecessary files in preparation for the new director.

l) Other Old Business

Ericson reminded Trustees to be thinking of replacing two Trustee-in-Training positions.

5) NEW BUSINESS

a) Two options for the next meeting will be either Thursday, November 3, 2022, or Thursday November 17, 2022 at 7pm in the Heckathorn Community Room.

b) Other New Business

No new business was discussed.

6) ADJOURNMENT

MOTION:

Bond made a motion to adjourn the meeting. Tubbs seconded the motion. Motion passed unanimously.

The meeting was adjourned at 8:02 pm.

Respectfully submitted:



Director Joey Kositzky, Secretary



Date



Sarah Ericson, Chair



Date